



# BOARD OF CERTIFIED REPORTERS

Arizona State Courts Building  
1501 West Washington Street, Phoenix, Arizona 85007  
Hearing Room 109

**February 2, 2017**  
**10:00 a.m.**

## Approved Regular Meeting Minutes

### MEMBER ATTENDANCE:

#### Present:

Melissa Gonsalves  
Terri Faust  
Honorable Peter Swann  
Patricia Seguin  
Michael Parrish

#### Telephonically Present:

G. Allen Sonntag  
Honorable Douglas Gerlach

#### Absent:

### OTHER ATTENDEES:

#### AOC Staff:

Mark Wilson  
Michelle Martinez  
Debbie MacDougall  
Hal White  
Wil Castro  
Pasquale Fontana  
Arnita Oliver

#### Guests:

Laura McDole  
Kami Hoskins  
Danielle Griffin  
Jerry Coash, Jr.  
Carolyn Sullivan  
Pam Griffin  
James Cool

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## CALL TO ORDER

***Called to Order By:*** Melissa Gonsalves - Vice Chair

***Time:*** 10:01 a.m.

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### 1) REVIEW AND APPROVAL OF MINUTES:

***1-A: Review and approval of regular minutes for the meeting of December 13, 2016.***

***Individual Addressing the Board:*** Melissa Gonsalves

***Discussion:*** Amend minutes to reflect that Judge Swann attended the December 13<sup>th</sup> meeting in person and not telephonically as stated.

***Motion:*** Consideration of and motion to approve the regular session minutes for the meeting of December 13, 2016 with the amendment.

***Motion Proposals:*** First Patricia Seguin  
Second Judge Peter Swann

***Motion Results:*** Pass

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### 2) PENDING COMPLAINTS:

***2-A:: Review, discussion and possible action regarding complaint number 16-C003, involving registered court reporting firm, Litigation Services.***

***Individual Addressing the Board:*** Pasquale Fontana

***Discussion:*** It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding Litigation Services, LLC, has not committed the alleged act(s) of misconduct as detailed in Allegations 1, 2 and 3(a) of the Investigation Summary and Allegation Analysis Report in complaint number 16-C003.

It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding Litigation Services, LLC has committed the alleged act(s) of misconduct as detailed in Allegation 3(b) of the

Investigation Summary and Allegation Analysis Report in complaint number 16-C003.

It is recommended that the Board dismiss Allegations 1, 2 and 3(a).

It is further recommended the Board issue a Letter of Concern as to Allegation 3(b).

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Judge Peter Swann  
Second Michael Parrish  
Recused Melissa Gonsalves and G. Allen Sonntag

**Motion Results:** Pass

**2-B: Review, discussion and possible action regarding complaint number 15-C001, involving certified court reporter, Lilia Monarrez.**

**Individual Addressing the Board:** Pasquale Fontana

**Discussion:** It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding Lilia Monarrez has not committed the alleged act(s) of misconduct as detailed in Allegation 2 of the Investigation Summary and Allegation Analysis Report in complaint number 15-C001.

It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding Lilia Monarrez has committed the alleged act(s) of misconduct as detailed in Allegation 1 of the Investigation Summary and Allegation Analysis Report in complaint number 15-C001.

It is further recommended the Board issue a Letter of Concern.

**Motion:** The Board rejects staff's recommendation and moves to issue an Advisory Letter.

**Motion Proposals:** First Melissa Gonsalves  
Second G. Allen Sonntag

**Motion Results:** Pass

**2-C: Review, discussion and possible action regarding complaint number 15-C002, involving registered court reporting firm, Coash & Coash.**

**Individual Addressing the Board:** Pasquale Fontana

**Discussion:** It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding Coash & Coash, Inc. has not committed the alleged act(s) of misconduct as detailed in Allegations 2 and 3 of the Investigation Summary and Allegation Analysis Report in complaint number 15-C002.

It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding Coash & Coash, Inc. has committed the alleged act(s) of misconduct as detailed in Allegation 1 of the Investigation Summary and Allegation Analysis Report in complaint number 15-C002.

It is further recommended the Board issue a Letter of Concern.

**Motion:** The Board requests additional information and moves to defer until the next meeting.

**Motion Proposals:** First Michael Parrish  
Second Melissa Gonsalves

**Motion Results:** Pass

**Motion:** Staff requests the Board authorize Acting Chair Terri Faust to sign on behalf of the full Board with respect to the board's order for complaint number 16-C003 (Agenda Item 2-A).

**Motion Proposals:** First Judge Peter Swann  
Second Michael Parrish

**Motion Results:** Pass

**Motion:** Staff requests the Board authorize Vice Chair Melissa Gonsalves to sign on behalf of the full Board with respect to the board's order for complaint number 15-C001 (Agenda Item 2-B).

**Motion Proposals:** First Judge Peter Swann  
Second Michael Parrish

**Motion Results:** Pass

**2-D: Update regarding the status of pending complaints.**

**Individual Addressing the Board:** Debbie MacDougall

**Discussion:** As of January 26, 2017, there are currently six open complaints, three of which were presented on this agenda with two resulting in dispositive recommendations under agenda items 2-A and 2-B.

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### 3) INITIAL CERTIFICATION AND ELIGIBILITY

**3-A:** *Review, discussion and possible action regarding pending initial certification applications for the following applicants:*

1. Daniel Epps
2. Carmella Fagan
3. Cathy L. Penniston
4. Laura McDole

**Individual Addressing the Board:** Hal White

**Discussion:** Staff recommends approval of initial certified reporter certification to the following applicants:

1. Daniel Epps
2. Carmella Fagan
3. Cathy L. Penniston

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Terri Faust  
Second Melissa Gonsalves

**Motion Results:** Pass

**Individual Addressing the Board:** Hal White

**Discussion:** Staff recommends initial certification for Laura McDole with standard non-disclosure language.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Melissa Gonsalves  
Second Patricia Seguin

**Motion Results:** Pass

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### 4) RENEWAL CERTIFICATION APPLICATIONS:

**4-A:** *Review, discussion and possible action regarding pending application for renewal of certification for the following certificate holders:*

Jennifer Sullivan

**Individual Addressing the Board:** Hal White

**Discussion:** It is recommended the Board grant renewal of certified reporter certification to Jennifer Sullivan.

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Judge Peter Swann  
Second Patricia Seguin

**Motion Results:** Pass

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**4) ADMINISTRATIVE ISSUES:** Mark Wilson

Discussion regarding the possibility of setting a telephonic meeting for the Board to consider an application for initial certification.

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**CALL TO THE PUBLIC**

**Individuals Addressing the Board:** Carolyn Sullivan  
James Cool

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**ADJOURNMENT**

**Motion:** Move to adjourn.

**Motion Proposals:** First Melissa Gonsalves  
Second

**Motion Results:** Pass

**Time:** 11:00 a.m.

Initials: AO